| **ID** | **Task Group** | **Question**  **(Essential,** Regular**)** | **Evidence** | **RESERVED FOR CANDIDATE ORGANIZATION**  **List of the evidence file name(s) and page #(s) per question ID** | **RESERVED FOR IFPUG DESIGNATED ASSESSMENT COMMITTEE ONLY** | | |
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| **Assessment Comments** | **Assessment Rating (FA/PA/NA)** | **Score** |
| **3** | **Requirements** | **How does the benchmarking service provider plan to ensure quality of data that is received/extracted from the client?** | Description of the validation process that ensures data quality, that minimally addresses completeness, coherence and consistency of data. |  |  |  |  |
| **7** | **Executing** | **How does the benchmarking service provider ensure quality of data that updates the benchmarking repository?** | Quality validation criteria and/or an actual QA report of input data that minimally addresses completeness, coherence and consistency of data. |  |  |  |  |
| **9** | **Executing** | **What is the ISO certified Functional Size Measurement method (FSM) the benchmarking service provider has the capability to use for benchmarking?** | Document(s), like the benchmarking report or similar showing that an ISO certified FSM method have been used. |  |  |  |  |
| **10** | **Executing** | **How recent is the data in the benchmarking repository used by service provider?** | Extract from the benchmarking repository or similar showing completion date of projects/applications. |  |  |  |  |
| **12** | **Outcomes** | **How does the benchmarking service provider interpret and evaluate results of analyzed data?** | Description of tools, supporting material, requirements, guidelines, etc. used for each study. Examples of how evaluation of analyzed data is done. Documented procedures, methods and/or tools that provides criteria to determine that the analyzed data fulfills the defined requirements in each benchmarking study. |  |  |  |  |
| **14** | **Outcomes** | **How does the benchmarking service provider demonstrate that the client objectives were met?** | Document(s), like the benchmarking report, agreement or client survey, demonstrating client successful criteria for a study.  The benchmarking study fulfills client goals and objectives and is accepted by the client. |  |  |  |  |

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**Evaluator Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Assessment Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Total Scoring: \_\_\_\_\_\_\_\_\_\_**

**Final Recommendation (Approved/Not Approved) - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Document History

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| --- | --- | --- | --- |
| **Version** | **Description of Change(s)** | **Date** | **Author(s)** |
| 1.0 | Initial document version | 06/24/2023 | Pierre Almén, David Herron, Don Beckett |
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